

Harberton Parish Neighbourhood Plan (HNP)

MINUTES of the meeting of the Steering Group

7.00pm, Thursday 29th September 2016 Harbertonford CE Primary School

In attendance: Ginny Davidson, Roger Hands, Sally Lougher, Nuala McDonnell, Dennis Smith, Charlie Wynne

Formal apologies: Anton Fitzpatrick, Peter Kirkham, Alex Williams.

Absent: Shona Duncan, Stanley Oldfield.

Minutes Secretary: Cat Radford

1. **Apologies** were received as above

1.1 **Record of two consecutive meetings missed** It was noted that Anton Fitzpatrick and Shona Duncan had missed four consecutive meetings, Alex Williams had missed five consecutive meetings and Peter Kirkham and Stanley Oldfield had missed two consecutive meetings. As Shona Duncan had been absent at four meetings without forwarding apologies it was agreed to remove reference to her absence on future minutes.

2. **Declaration of Interests, To declare any interests (nature and scope) on items on the agenda.**

Name	Item	Detail	Action Taken
Charlie Wynne	No specific item	Interested in purchasing fields within the Parish for potential development.	As the declaration was not specifically in relation to the agenda it was noted for awareness.

3. **New members to the steering group** Sally Lougher was nominated, seconded and unanimously elected to the steering group.

4. **Consider approval of minutes of the last meeting** It was **AGREED** to sign the minutes of the meeting 14th July 2016 as an accurate record.

5. **Actions from minutes not included elsewhere on the agenda**

Devon County Highways (Highways) speed limit criteria The document as received from Highways had been circulated and it was agreed to recirculate for reading. It was commented that the issue of 20mph speed limits had been discussed at the September meeting of the Parish Council following the rejection of a 20 mph zone in Marldon. It was reported that a majority of County Councillors strongly support 20 mph zones, but are waiting for government to change their guidance that a standard speed limit should be 30 mph. When updated guidance is published, there will be greater opportunity to lobby for inclusion of 20 mph speed limits in the area. **ACTION:** Ginny agreed to begin gathering data on road traffic incidents in the Parish, beginning with records from the Police and Highways. It was commented that this would be a long term project, perhaps passing onward to a working group within the Parish Council.

Publication of notice of delay of 'have we got it right' consultation on the website - ongoing

Amendments to Housing Chapter on website – on going. It was clarified that the map for housing site 9 should only include one field at Winsland House, as per the map included in the consultation questionnaire. It was commented that housing numbers should therefore be updated to correspond. It was reported that the owner of site 7 had requested that the plan be updated with the information that ownership of the site is known and that inclusion in the plan is desired.

6. **Consideration of legal advice quotations** It was reported that full quotations have not been obtained as the draft plan is not ready to forward for review. It was discussed whether the plan should be forwarded to a consultant before the Joint Local Plan (JLP) had been completed. It was commented that the consultant would be asked to review the plan in light of national guidance and to advise on the wording of policies. It was commented that the HNP and the JLP would likely reach completion at the same time.

7. **Receive update from Parish Council meetings.** It was reported that at the last meeting of the Parish Council the District Councillor had been asked to respond to the HNP's letter in response to the Joint Local Plan consultation, specifically in relation to housing. Councillors reiterated that the sites within the Joint Local Plan Strategic Housing and Employment Land Availability Assessment (SHELAA) do not agree with the sites being considered within the HNP. It was commented that there is a lack of communication from the Planning Authority, who do not appear to have taken work of the HNP into account regardless of being forwarded copies of the draft HNP. The D.Cllr responded by saying that the consultation exercise is being taken seriously and all comments received from the community will be taken into account. It was commented that the government has withdrawn the funding available for officers to undertake the missing communication role between the local authority and neighbourhood plan committees. There was discussion regarding possible development sites in Follaton and it was commented that although these sites are technically within the Harberton Parish, those sites would not be appropriate for those who want to live in Harberton or Harbertonford or support the village services. It was commented that it may not be justified in putting this in as a site, unless it becomes an alternative site for the Totnes or Dartington Neighbourhood Plans. The D.Cllr agreed to

arrange a three way meeting between Harberton, Totnes and Dartington neighbourhood plan groups with an officer present in order to pursue the issue.

ACTION: Cat agreed to request the meeting be arranged prior to the next meeting of the HNP. Roger, Ginny, Nuala and Charlie expressed an interest in attending.

8. Receive update from members who attended Neighbourhood Plan consultation events and workshops in July, August and September.

In general discussion the following points were raised:

- The HNP appears to be more developed than other Neighbourhood Plans in the area. Therefore much of the information given at meetings is information that steering group members already know.
- Meetings have tended to be dominated with discussion about housing allocation, particularly in relation to Totnes and Dartington.
- It was noted with interest that the planning authority are reviewing Compulsory Purchase Order procedures in the event that there are not sufficient housing sites brought forward for the housing need identified.
- The time frame for the Neighbourhood Plan (a minimum of 15 years) should be made ample enough to allow for slippage of start date.
- It was reported that the proposal for a National Park for the South Hams is not considered supportable as the South Hams does not fit all the criteria for National Park status. Following discussion **it was AGREED** to continue to reflect local interest, regardless of this information as it may be subject to change in the future.
- It was reported that Neighbourhood Planning groups were being encouraged to identify areas of tranquillity and the need for green infrastructure. It was commented that the Green Infrastructure document had been circulated but had not been reviewed by the HNP steering group to date.
- It was commented that the Cornwall Council site had a good number of interesting resources, information and links.

9. Receive updates from working group members and review any updated documents as produced

Revised Draft Plan Nuala tabled amendments to the most recent draft plan following a revision of all chapters except introduction, housing and the appendices. The following comments were made:

The Cricket Club should be added to the list of amenities.

P34 suggest 'supports' should replace 'nourishes'.

P26 remove word 'limited' scope and 'although' at *Historically the Parish has...*

It was AGREED to add the wording on p9 *Estate Size* to "**Other than in exceptional circumstances, housing estate developments, meaning ten or more houses, will only be permitted when there is good access to the A381 or to the Plymouth Road...**" so to avoid contradiction in the support of the development of site 5.

It was AGREED that all steering group members review the document and bring comments to the next meeting.

It was AGREED that the housing chapter be amended according to the comments received at the July meeting of the HNP and be circulated for review at the next meeting. **Action:** Nuala agreed to make amendments. Cat agreed to circulate when received.

Inclusion of new housing sites Following the inclusion of housing sites in the Joint Local Plan SHELAA that do not appear in the HNP, and the possibility of sites coming forward in the future, there was a discussion about whether there should be a strategy in order to include new sites. During discussion it was commented that seeking additional sites was unnecessary for local demand. Therefore, **it was AGREED** that no further sites would be added to the plan.

10. Discuss and agree next steps The following steps were **AGREED:**

Review the most recent draft at the next meeting **Action:** **All steering group members** to read in advance.

Identify appendices required, chapter by chapter, as an agenda item at the next meeting.

Consider 'Have we got it right' consultation process.

11. Any other business

Public Space Protection Orders There was discussion as to whether such protection orders could be useful in protecting the public spaces within the Parish, a reference made to protection of parking spaces. **It was AGREED** to review questionnaire comments with this issue in mind.

12. Confirm date of next meeting. 7.00pm Thursday 27th October 2016, Harberton Parish Hall.